

## Village of Cottage Grove

### **PARKS, RECREATION and FORESTRY COMMITTEE Meeting Minutes for Thursday, August 28, 2014**

1. **Call to order meeting at Village Hall.** The meeting was called to order by Pickel at 6:34 p.m.

2. **Roll call and confirm that the meeting was properly posted.**

It was determined that a quorum was present and that the agenda had been properly posted. Present for the meeting were Victoria DeMonte, Shane Genschaw, Jay Kiefer, and Jennifer Pickel. Steve Vicen was absent and excused. Also present were Parks, Recreation and Forestry Director Sean Brusegar, Recreation Supervisor Reese MacAskill, and 1 member of the public.

3. **Public appearance: Public's opportunity to speak about any subject that is not a specific agenda item.**

Amy Brice of Farwell Drive was present to ask that Outlot 5/Thaden Park could be put on next month's agenda as the December deadline is coming up quickly.

4. **Forestry Report.**

No formal report.

5. **Discuss and consider the master plan for Phoebe Bakken Park.**

a. **Parking**

b. **Skate Park**

c. **Baseball & Softball Field**

Brusegar brought a map and showed a visual layout of Bakken and some of the possible placements of a parking lot, skate park and baseball field. He explained that that a regulation sized baseball field is needed for the high school, legion and teener teams. Kiefer stated that he had heard that a disc golf course could possibly be going in at McCarthy Park. A 12 year-old Village resident wrote a letter to the committee stating reasons for his support of a skate park in Cottage Grove. In his letter he indicated that kids do not have a safe place to skateboard in Cottage Grove. He also noted that a well-designed skate park would require very little maintenance and that many other area communities already have skate parks. Kiefer asked that we respond to this resident and thank him for his input. **Motion** by Kiefer, seconded by DeMonte, to move forward with placement of parking, a skate park and baseball fields on the master plan for Phoebe Bakken Park. Motion carried with a voice vote of 4-0-0.

6. **Discuss and consider 2015 budget items priority.**

Pickel noted that there is a zero percent increase for most departments. Things are not getting cut, there just isn't any extra money in the budget. After surveying other area communities, Brusegar stated that there will be a program fee increase. Genschaw asked if this increase is for all programs or only some, as he thinks it would be good idea to look at an increase on a per-program basis. MacAskill said that the only programs that won't be increasing are the ones with fixed costs. No formal action was taken.

7. **Parks and Recreation Directors Report.**

The Bike Safety Rodeo went well with 20 donated helmets being handed out. The Red Hawks Service Crew was the week of August 18<sup>th</sup> to the 22<sup>nd</sup>. Susan Welsch helped out with the group again along with Troy Kleinert. They spent a couple of days up at the Community garden and then also spread wood chips and painted at Community Park. Surveys on the summer programs went

out through Survey Monkey and came back with good responses. Several new programs have been added to the fall and winter guide including: archery, Young Rembrandts drawing class, Milwaukee Bucks trip, and an easy freezer meals class. The archery class was made possible through an anonymous donation and will be held at Community Park with a NASP instructor. As discussed earlier, some programs will see a fee increase this year. Troy Kleinert, who has assisted the Recreation Supervisor, is done for the summer as are the rest of the summer help. Since the summer help is gone, Brusegar has been doing the daily park tour. Moving forward he would like to see a couple of 3 season workers hired. Brusegar also recently met with Tim Kritter, who is interested in working with the Village on a possible trail head for Thaden Park/Natural Area. He needs to discuss this with Tim Neitzel. He also brought up the idea of doing an easement rather than a land swap. On September 13, Boy Scout Troop 145 will be having its annual overnight camp out at Community Park.

**8. Approve the minutes of the July 17, 2014 meeting.**

**Motion** by Kiefer, seconded by DeMonte, to approve the minutes from the July 17, 2014 meeting as presented. Motion carried with a voice vote of 3-0-1, with Genschaw abstaining.

**9. Future Agenda Items.**

- Discuss and consider Master Plan for Bakken Park including tennis courts, BMX bike hill.
- Discuss budget items.
- Discuss and consider Thaden/Outlot 5 (depending on if we have worked out with Erin)
- The next PRFC meeting will be held on September 18, 2014.

**10. Adjournment.**

**Motion** by Kiefer, seconded by Genschaw, to adjourn the meeting at 8:06 p.m. Motion carried with a voice vote of 4-0-0.

Respectfully submitted by Reese MacAskill, Recreation Supervisor  
Approved on: \_\_\_\_9/18/14\_\_\_\_

*These minutes represent the general subject matter discussed in this meeting but do not reflect a verbatim discussion of the subjects and conversations that took place.*